



GOVERNMENT OF GUAM

Department of Military Affairs
(Dipattamenton Asuntion Militat)
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Barrigada, Guam 96913-4421



Lourdes A. Leon Guerrero
Governor

Esther J.C. Aguigui
Major General (GU)
The Adjutant General

November 20, 2020

MEMORANDUM DMA 21-009

TO: Edward M. Birn, Director
Department of Administration

VIA: Shane Ngata, Personnel Services Administrator
Department of Administration

FROM: The Adjutant General

SUBJECT: Petition of Recruitment Above-Step to hire an Anti-Terrorism Program Manager

Hafa Adai. Pursuant to Title 4 Guam Code Annotated, Chapter 6, Subsection 6205, we are submitting this petition of Recruitment Above-Step to hire Timothy Puzan as the Anti-Terrorism Program Manager on the basis of his exceptional qualifications. On November 10, 2020, Mr. Puzan accepted the position at the Department of Military Affairs (DMA) and requested to be paid at a higher step than Step 1 of \$65,623 per annum. We are hereby requesting for a recruitment at a higher step not to exceed General Pay Plan Pay Grade R, Step 10 of \$90,987 per annum. As per the mandate, we will be posting this petition on our website www.dma.guam.gov for the days required.

Mr. Puzan's exceptional qualifications include the completion of the Anti-Terrorism Officer Level III and of several awareness trainings such as the Advanced Air Force Counter-Improvised Explosive Device, Explosive Ordinance Reconnaissance, Active Shooter Response, and training on Chemical, Biological, Radiological and Nuclear Defense. Mr. Puzan also served as the Deputy Chief of Staff for Operations and Plans of the Guam National Guard's Joint Force Headquarters with the responsibility of overseeing operational security and force protection inclusive of classified systems, critical military assets and weapons. Starting as a Non-Commissioned Officer in the U.S. Air Force, Mr. Puzan's military career led up to holding several Directorships in Personnel and Human Resources, serving as the Commander of the 254th Air Base Group, and as the Chief of Operations, Combined Security Transition Command in Afghanistan. He has a Master Degree in Educational Counseling from the University of Guam, a Bachelor of Science in Psychology from the University of Maryland, and a diploma from the Air War College of Maxwell

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Air Force Base, Alabama. Mr. Puzan also worked as a counselor for the Guam Community College and Guam Department of Education for over fourteen years. His exceptional qualifications of specialized trainings and extensive work experiences will provide a smooth transition of implementing various comprehensive programs and activities on anti-terrorism, force protection, and security for the Department of Military Affairs to support the Guam National Guard.

Pursuant to the same chapter, subsection 6303.1, we will provide a press release of DMA's Petition for Recruitment Above-Step to the daily newspapers of general circulating and broadcasting stations airing regular news programs in Guam.

Your attention to this request is greatly appreciated. Please contact Lorilee Crisostomo, DMA Quartermaster, at 649-9150 if you have any questions.

God Bless and stay safe.



MG (GU) ESTHER J.C. AGUIGUI
The Adjutant General, Guam National Guard
Department of Military Affairs